Canada Biomedical Research Fund (CBRF) and Biosciences Research Infrastructure Fund (BRIF)

Stage 2 Full Application

June 22nd, 2023 – 1 to 2:30 pm, EDT

Presenter:

- Emma Yoxon, Senior Program Officer, Tri-agency Institutional Programs Secretariat (TIPS)

- Alexandria Béland, Senior Programs Officer, Canada Foundation for Innovation (CFI)

CIHR IRSC   NSERC CRSNG   SSHRC CRSH   INNOVATION Canada Foundation for Innovation   Fondation canadienne pour l'innovation

Experiencing technical difficulties?
CBRF-FRBC@sshrc-crsh.gc.ca

Agenda

- Clarifications from the Notices of Intent

- Process and timeline

- Research security

- Creating and submitting a full application

  - Convergence

  - Supporting documents

- Selection criteria and review committees

- Questions

- Additional resources and information

Clarifications from the Notices of Intent

- **Convergence and CAMS usernames (emails)**
  - Many Director and Co-Director usernames did not match across the platforms
  - Prior to full application submission, ensure that the Convergence and CAMS usernames are identical across platforms for all proposals containing an infrastructure component.
  - If you do not have a CAMS account, create one.
  - If you have a CAMS account, ensure that the emails match across platforms by modifying either your Convergence or CAMS profile (see Full Application instructions).

- **Clinical trials**
  - Research studies involving human participants that evaluate the safety and/or effects of one or more interventions on health outcomes are **not eligible**.
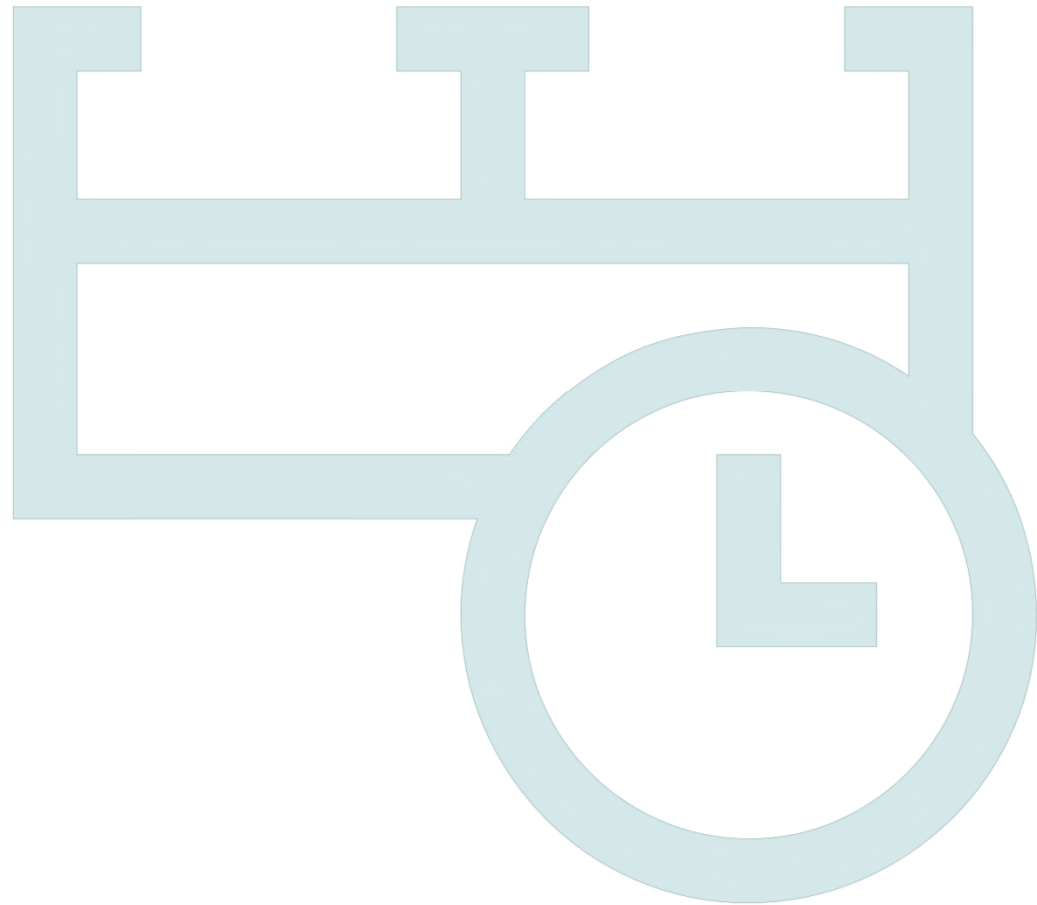
Clarifications from the Notices of Intent

- **Partners**
  - Partners for **infrastructure** components must be **CFI eligible** institutions.
  - Administering organizations and endorsing research hubs are **not** partner organizations. An application must have a partner organization outside of the administering organization and the research hub.
  - Private sector partner organizations **must be incorporated pursuant to the laws of Canada** and must be doing business in Canada.
    - International partnerships are permitted if the organizations have commercial activities that take place in Canada and the funded activity will result in significant economic benefits to Canada.
  - *Reminder:* Administering organizations can only transfer CBRF funds to organizations within Canada, and not to for-profit companies or federal, provincial or municipal governments. BRIF funds can only be transferred to CFI-eligible institutions.

Clarifications from the Notices of Intent

- **Conditions for team member/(co)director affiliation with public organizations:**
  - An individual who is *indirectly* employed by a federal, provincial or municipal government (e.g., employees in police services, education or health care) :
    - Eligible expenses are limited to those related to the execution of the project that are not already covered in relation to the mandate of their organization of employment.
  - Supervision of a student who is registered at the academic institution and who will be participating in activities related to the proposal:
    - the use of CBRF funds is limited to salaries or stipends and travel costs for the students. The planned contributions to the project must not fall within the mandate of their federal organization and cannot be performed within their employer's facilities or with their employer's resources.
  - Primary affiliation is with an Indigenous government:
    - Eligible expenses are limited to those related to the execution of the project that are not already covered in relation to the mandate of the Indigenous government

Process and timeline
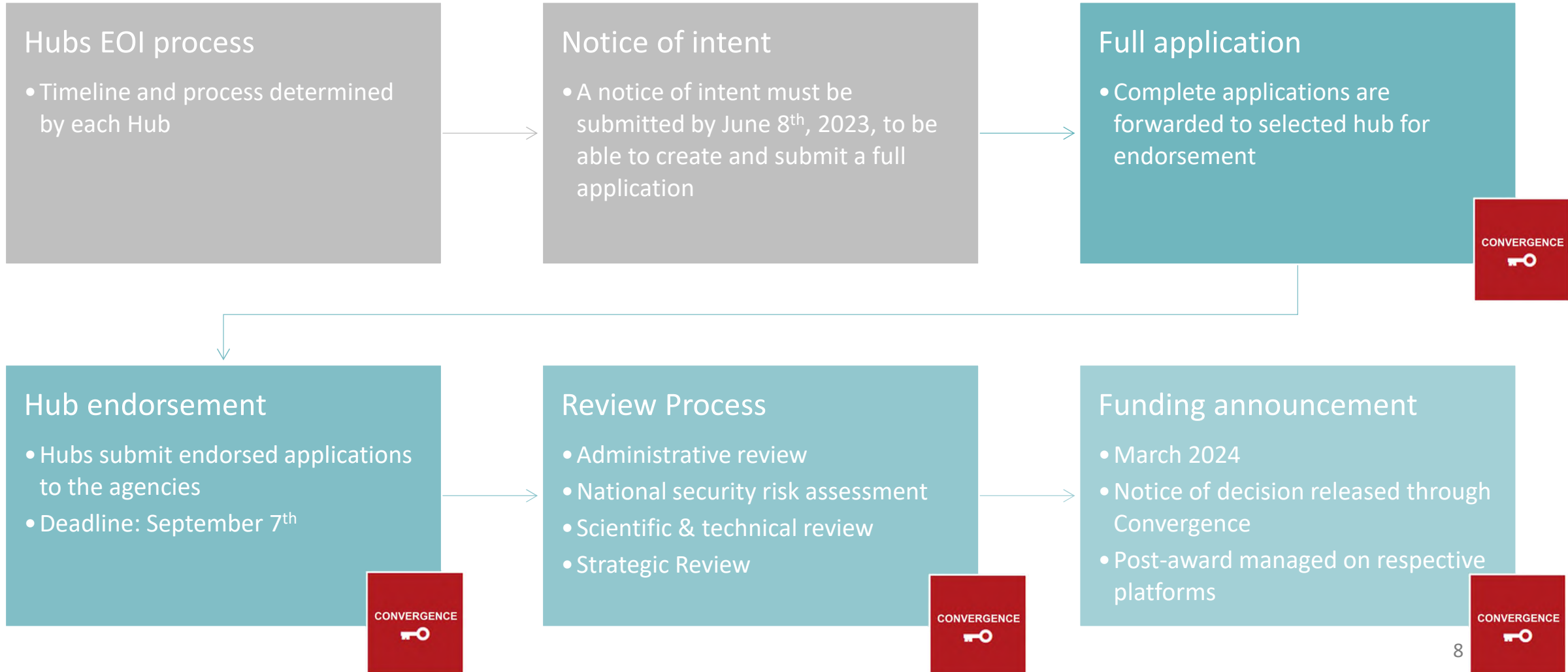
Review process and competition timeline
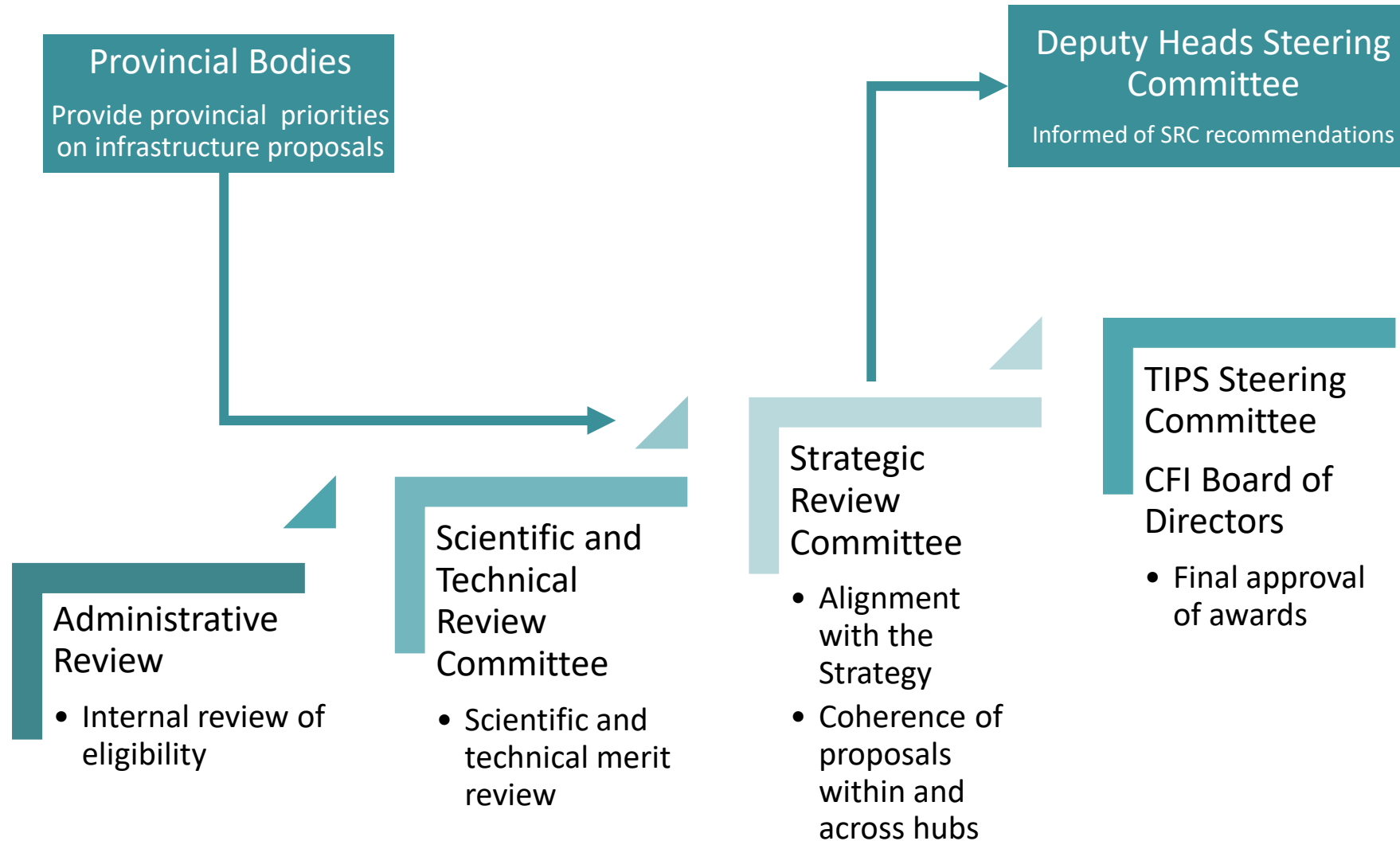
Competition timeline

Launch of Stage 2

March 2nd 2023

Notice of Intent Deadline

June 8th 2023

Scientific and Technical Review

November 2023

Approvals

February-March 2024

April 27th

Notice of Intent open

September 7th 2023

Full Application Deadline

February 2024

Strategic Review

March 2024

Announcement of Stage 2 results

Timeline is subject to change. Hubs and institutions may have internal timelines not represented here.

Competition process

Hubs EOI process
- Timeline and process determined by each Hub

Notice of intent
- A notice of intent must be submitted by June 8th, 2023, to be able to create and submit a full application

Full application
- Complete applications are forwarded to selected hub for endorsement

CONVERGENCE

Hub endorsement
- Hubs submit endorsed applications to the agencies
- Deadline: September 7th

Review Process
- Administrative review
- National security risk assessment
- Scientific & technical review
- Strategic Review

Funding announcement
- March 2024
- Notice of decision released through Convergence
- Post-award managed on respective platforms

CONVERGENCE

CONVERGENCE

CONVERGENCE

Selection process

Provincial Bodies
Provide provincial priorities on infrastructure proposals

Deputy Heads Steering Committee
Informed of SRC recommendations

Administrative Review
- Internal review of eligibility

Scientific and Technical Review Committee
- Scientific and technical merit review

Strategic Review Committee
- Alignment with the Strategy
- Coherence of proposals within and across hubs

TIPS Steering Committee

CFI Board of Directors
- Final approval of awards

Research security

Information and resources

Research security

- The National Security Guidelines for Research Partnerships apply to CBRF-BRIF Stage 2 applications
- Applicant institutions are required to complete and submit a risk assessment form (RAF) and Partner Organization Form(s) (POF) for partnerships involving one or more private-sector partner organizations

TIPS and the CFI reserve the right to:

- review any applications on research security grounds and, where necessary, transmit application information to Canada's national security departments and agencies;
- remove an application from the competition on the basis of research security, should appropriate measures not be in place to mitigate potential risks; and
- implement additional requirements as appropriate.

Research security

NEW ATTESTATION REQUIREMENTS

- New research security attestation requirement further to ministers' statement of February 14, 2023.

- Implementation date to be confirmed, however it is expected that it will apply to CBRF-BRIF.

- Institutions will be required to indicate whether, if funded, the grant will support research in a listed sensitive research area and will be required to certify, by means of attestation forms, that no researcher involved in the activities supported by the grant is affiliated with or receiving funding or in-kind support from any listed university, research institute, or laboratory.

- More information will be shared as soon as it is available.
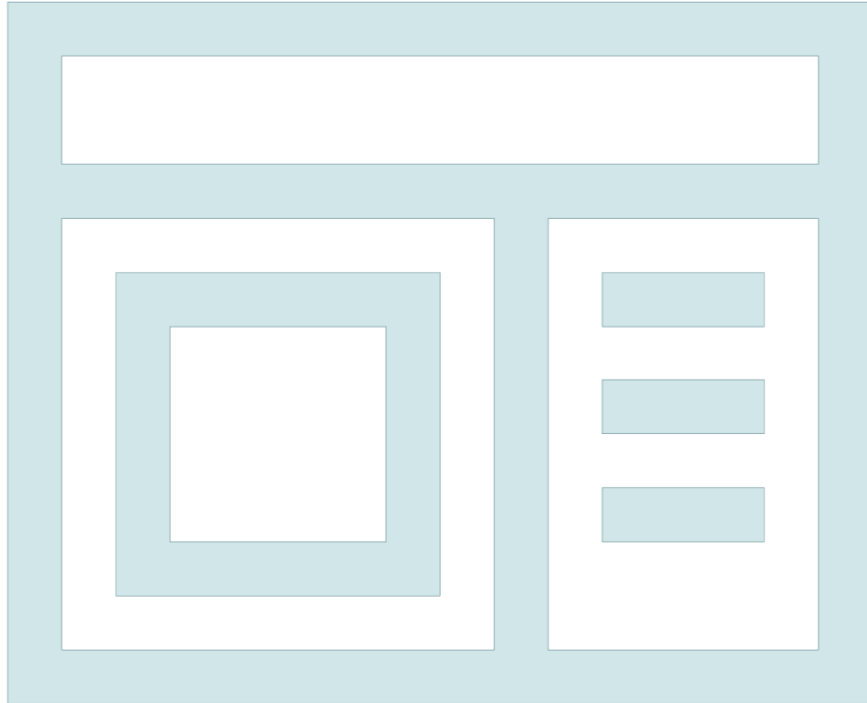
Creating and submitting a full application

Creating your full application

RGO creates NOI → RGO invites Director to NOI → (Co-)Director completes NOI → RGO submits NOI

Full application automatically created and populated with NOI data → (Co-)Director completes full application → *RGO submits full application to hub → Hub submits full application to agencies

CONVERGENCE

CONVERGENCE

CONVERGENCE
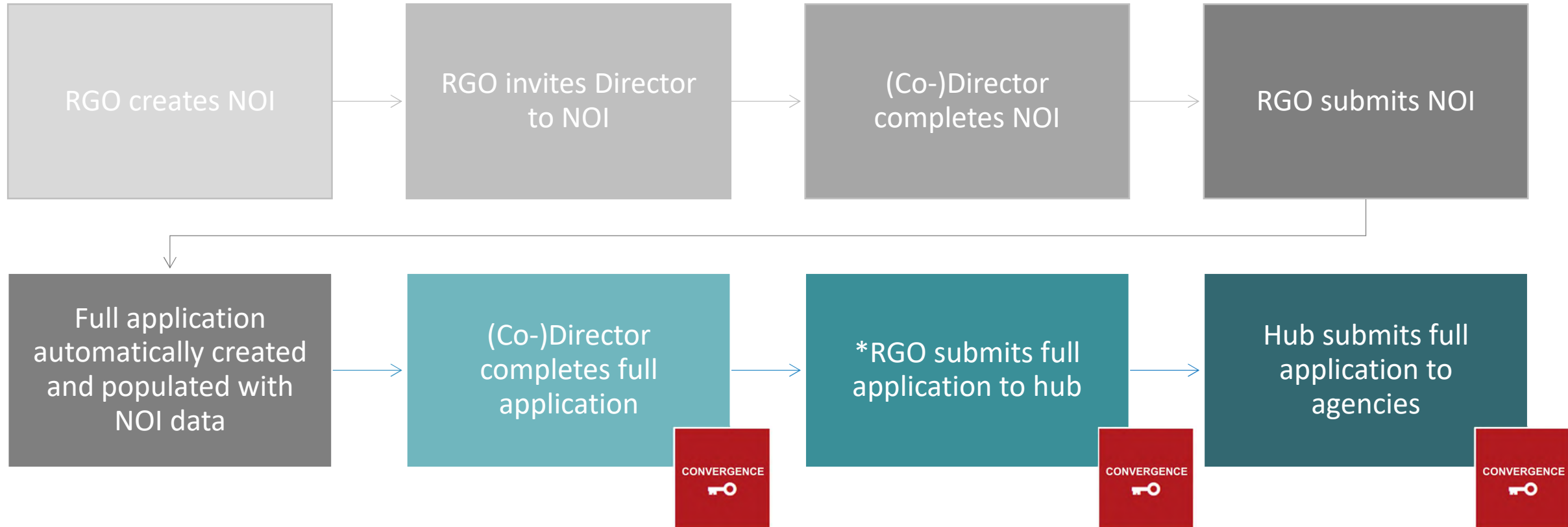
*Proposals containing an infrastructure component must be submitted by an authorized organizational research administrator (RGO) per the Institutional Agreement between the administering institution and the CFI. Proposals containing a BRIF component will be automatically transferred to CAMS post-competition.

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Full application

SECTIONS

- Convergence →
- Supporting documents

NOI information entered in convergence is transferred to the full application but can be modified.

- Details
- Research hub ☆
- Summary
- Keywords
- Partner organizations & Participants
- Overview proposed budget (CBRF) ☆
- Certifications, licences and permits
- Suggested reviewers
- Reviewer exclusions

☆ = New sections

Full application requirements
Details

Application details
- Title and language

Proposal details
- Type of proposal
  - Each proposal can include one or more of the following components: research, talent development and research infrastructure
- Links to other proposals
  - Each research infrastructure or talent development component must directly support one or more proposals that include a research component
  - Only enter the Application ID: CBRF2-2023-XXXXX

Type of Proposal (required)

Indicate the category under which your proposal falls.

Research, Talent development & Research infrastructure

Research
Talent development
Research infrastructure
Research & Talent development
Research & Research infrastructure
Research, Talent development & Research infrastructure
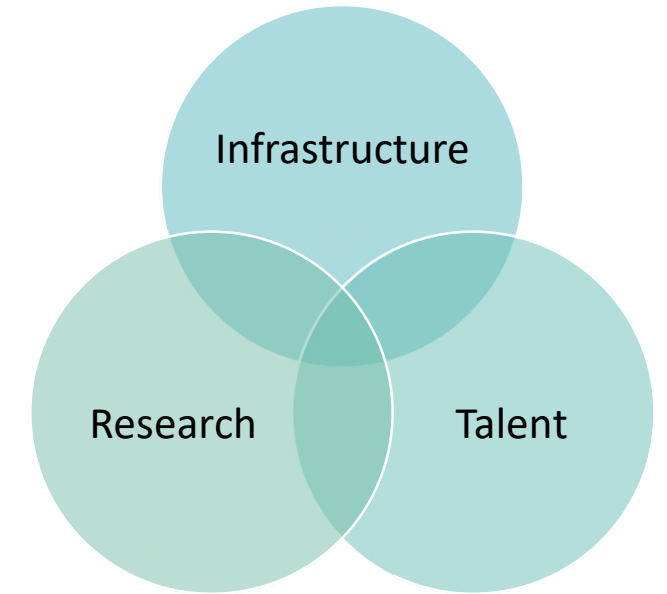
Infrastructure

Research   Talent

Full application requirements
Research hub

Research hub

- Indicate which research hub will receive your full application for endorsement at submission
- Saving will allow the hub to read the application

Full application requirements
Summary

Summary of proposal

- Summary written in lay language, describing the proposal and how it supports the vision and program of the research hub.

- If successful, summaries will be published, along with proposal title, participants, partners, administering organization, endorsing hub, keywords, and fields of research.

- Refrain from including sensitive or proprietary information.

Full application requirements
Keywords

Research and Talent development specific keywords*
- List between 5 and 15 keywords to describe the proposed research and/or talent development component(s)
- *Independent research infrastructure components should indicate keywords applicable to the supported research component(s)*

Infrastructure specific keywords
- List between 5 and 15 keywords to describe the research infrastructure component of the proposal
- *Only required for proposals containing an infrastructure component*

Type of Activity*
CRDC 2020 – Type of Activity
Select 1 option
- Basic research
- Applied Research
- Experimental development

Fields of Research*
CRDC 2020 – Field of Research
- Primary – 3 from different groups/disciplines*
- Secondary – up to 17 (optional)

Socioeconomic Objectives*
CRDC 2020 – Socioeconomic Objective
- Primary – 2*
- Secondary – up to 1 (optional)

*Represents a required field

Full application requirements
Inviting partner organizations

Partner Organizations

- Partner organizations must put their capabilities at the service of development and execution of the proposed activities, thereby contributing to the growth and readiness of Canada's biomanufacturing and life sciences sectors.
- National and cross-sector partnerships are encouraged

> ***Private sector partner organisations** must be incorporated pursuant to the laws of Canada and must be doing business in Canada

- **Partner organizations** may include:
  - Academic institutions, including universities, colleges, polytechnics and institutes
  - Other research organizations (including research hospitals)
  - Private sector*
  - Public sector
  - Philanthropic / not-for-profit
  - " |I " indicates infrastructure partner

Role (required)

Co-Director
Director
Partner Organization - Academic
Partner Organization - Academic | I
Partner Organization - Other research
Partner Organization - Other research | I
Partner Organization - Philanthropic/not-for-profit/other
Partner Organization - Private
Partner Organization - Public
Team Member

Full application requirements
Inviting partner organizations

Partner Organizations

- Invited partners organizations will **not have read or write access** to the proposals.
- To confirm their participation, partners will be required **to review and accept the terms and conditions**.
- Unconfirmed partners must be removed prior to submitting an application.

- **Infrastructure components**
  - Partners involved in a research infrastructure component and a research or talent development component should be identified only once using "**Partner Organization—Academic | I**" or "**Partner Organization—Other research | I**".
    - Only CFI eligible institutions can be involved as partners in a research infrastructure component.
  - Partner organisations are not required for **independent research infrastructure proposals**. For all other proposal types, a minimum of 1 partner is required (no maximum).

Full application requirements
Inviting participants

Participants

> An individual may serve as a Director or Co-Director **on only one** CBRF-BRIF proposal.

- Can be from any discipline
- Team size and composition should be appropriate for the proposed activities.
- Once invited, participants will be prompted to create a profile (if applicable).
- To gain access to the proposal and confirm their participation, participants will be required to review and accept the terms and conditions.
- Unconfirmed participants must be removed prior to submitting an application.

Participant types include:

- Director
- Co-Director
- Team members

Role (required) 2

- Co-Director
- Director
- Partner Organization - Academic
- Partner Organization - Academic | I
- Partner Organization - Other research
- Partner Organization - Other research | I
- Partner Organization - Philanthropic/not-for-profit/other
- Partner Organization - Private
- Partner Organization - Public
- Team Member

Name	Role	Status ↑	Date	Actions
	Director	Accepted	2023-05-15 8:28 AM	
	Partner Organization - Private	Accepted	2023-05-15 8:28 AM	
	Team Member	Accepted	2023-05-17 9:20 AM	
	Partner Organization - Other research	Cancelled	2023-05-17 9:25 AM	
	Partner Organization - Private	Declined	2023-05-17 10:17 AM	
	Team Member	Invited	2023-05-17 9:24 AM	Cancel Resend

1 — Invite Participant

3

Full application requirements

Inviting participants

Participants

- Once confirmed and given access to the proposal, participants will be required to complete or update the following sections of their profile within convergence:
  - CV Affiliation/Employment
  - CV Education
  - CV Funding
  - Language capability

- The RGO will be responsible for finalizing this information prior to submission

Full application requirements
Inviting participants

Students, postdoctoral researchers and research associates are not eligible to participate as a director, co-director or team member.

	Director (mandatory)	Co-Director (optional)	Team Members (mandatory)
How many?	1 individual (min 1; max 1)	1 individual (min 0; max 1)	15 individuals (min 1; max 15)
Roles	• Responsible for the leadership and coordination of proposed activities • Completes the proposal (**read & write access**) • Coordinates the overall financial administration of the grant	• Shares leadership responsibility with the Director • May share responsibility for completing the proposal (**read & write access**) • May share coordination of financial administration of the grant if affiliated to an eligible institution	• Contributes to the execution of the research project • Can **view** the proposal • May access grant funds
Eligibility	• Must be affiliated with the grant administering organization	• Affiliation **may not** be a federal, provincial, territorial or municipal government department	• Affiliation **may not** be a federal, provincial, territorial or municipal government department

Full application requirements
Partner organizations and participants

Partner organizations and participants

- Partners and participants who have accepted to participate (accepted the terms and conditions) will appear in this section of the Convergence portal.

Status of pending invitations are visible in the previous section.

Full application requirements
Budget, certification and reviewers

Research and/or talent development component budget
- Enter the total direct and indirect amounts for the <u>research and/or talent development</u> (if applicable).

Certifications, licences and permits
- Requirements for certain types of research

Suggested reviewers
- Suggest five to ten diverse reviewers with appropriate expertise across various sectors who are not in conflict of interest.
- Two suggested reviewers should be from outside of Canada and one from the private sector.

Reviewer exclusions
- Names of up to 15 individuals who cannot provide an objective review of your application.

Full application

MODULES

- Convergence

- Supporting documents →

The supporting documents are expected to contain necessary information to address the selection criteria. They must be uploaded to the Convergence portal using the provided templates and adhering to the formatting requirements outlined in the Full Application instructions.

Represents a required supporting document regardless of the proposal's component composition.

- Detailed description (per component)*
- Research and/or training development component detailed budget
- Research infrastructure component detailed budget
- Research infrastructure floor plans
- Scientific and technical summary*
- Strategic overview*
- Team biosketch*
- Partner contributions
- Completed Risk Assessment Form and Partner Organization Form

Full application requirements

Supporting documents

DETAILED DESCRIPTION(S)

RESEARCH AND/OR TRAINING DEVELOPMENT COMPONENT DETAILED BUDGET

RESEARCH INFRASTRUCTURE COMPONENT DETAILED BUDGET

RESEARCH INFRASTRUCTURE FLOOR PLANS

SCIENTIFIC AND TECHNICAL SUMMARY

STRATEGIC OVERVIEW

TEAM BIOSKETCH

PARTNER CONTRIBUTIONS

COMPLETED RISK ASSESSMENT FORM AND PARTNER ORGANIZATION FORM

Full application requirements
Supporting documents: Detailed description(s)

Detailed description

- One detailed description (15 pages) per component that includes the sections below.

1 Proposal	**2** Anticipated outcomes	**3** EDI & ECR	**4** Management plans	**5** Budget justification	**6** Literature references
Describe the proposed activities. Indicate how these activities: a) are innovative, b) support the endorsing hub and c) are partnered.	Explain the expected benefits, including commercialization, training and enhanced capacity.	Describe systemic barriers and explain practices put in place to address them. Explain how ECRs are integrated into the team.	Describe the project's oversight structure(s) and plans. If applicable, describe appropriate data management plans.	Breakdown of costs and committed resources.	Provide a list of literature references cited in the Detailed description.

Full application requirements

Research and/or training development component detailed budget

- Upload completed template as PDF

- Enter expenditures for the research and/or training development components (category/year)

  - Up to 25% of the total grant can be used to support eligible indirect costs of research.

- Applicants are encouraged to align their budget with the planned distribution of CBRF funds

See the TAGFA and institutional policies for guidelines on eligible costs.

30

Full application requirements

Supporting documents: Research infrastructure component detailed budget

Research infrastructure component detailed budget

- Upload the completed template as excel [.xlsx]

- Use Microsoft Excel to complete the template and do not edit the imbedded validation rules

To help manage application volume and encourage the submission of strategic, high-quality infrastructure components, each hub has an envelope of up to $138.5 million for endorsed infrastructure requests.

See the CFI Policy and program guide for details on eligible costs.

Overview of project funding

Competition: Partnership with Stage 2 of the Canada Biomedical Research Fund
Application ID: CBRF-2023-

File status:

Check sheet: Cost of individual items, Check sheet: Financial resources for O&M

Sheet status:

Application ID is required (cell: B4)., Amount for total research infrastructure budget must be greater than or equal to $1 million.

Project funding

This table provides a summary of total contributions and eligible costs for the project.
The values in the table are calculated based on the data entered in the 'Cost of individual items' tab and the 'Contributions from eligible partners' tab.
The amount requested from the CFI is calculated based on the difference between the total contributions from eligible partners and the total eligible costs.
Note: The amount requested from the CFI should not exceed 60% of the total eligible costs.

	Cash	In-kind	Total
Total eligible costs	$0	$0	$0
Contributions from eligible partners	$0	$0	$0
Amount requested from the CFI	n/a	n/a	$0
Percentage of the total eligible cost requested from the CFI (may not exceed 60%)			0.00%

Summary of eligible costs

This table provides total eligible costs for each type of expenditure.
The values in the table are calculated based on the data entered in the 'Cost of individual items' tab.

Expenditure type	Total
Purchase of equipment (including shipping, taxes and installation)	0
Lease of equipment	0
Personnel (for infrastructure acquisition & development)	0
Components	0
Travel (infrastructure related)	0
Software	0
Extended warranties / Service contracts	0
Construction /renovation costs	0
Initial training of infrastructure personnel	0
Other	0
Total eligible costs	$0

Full application requirements

Supporting documents: Research infrastructure floor plans

Research infrastructure floor plans

- If renovation or construction costs are requested provide:
  - Scaled floor plans that match descriptions provided in the proposal
  - Timeline
  - Breakdown of overall costs (if requested costs exceed $500,000)

- Do <u>not</u> include:
  - Any additional information, including justification elements
  - Floor plans for containment level 3 and 4 facilities or floor plans that contain any security sensitive information

> Funding for training facilities is not an eligible expense.

See the CFI Policy and program guide for details on eligible costs

Full application requirements

Supporting documents: Summaries

Scientific and technical summary (2 pages)

- Use template provided
- Provide a high-level summary of the proposed activities, their outcomes and expected applications
- Will be used to provide context to both scientific and technical and strategic review committees

Strategic overview (2 page)

- Use template provided
- Explain how the proposed activities:
  - ➢ support the competition's objectives and the Strategy
  - ➢ contribute to advancing Canada's key bio-innovation capabilities
  - ➢ are complimentary to other proposals within and across hubs
- Will be used by the strategic review committee only

Full application requirements
Supporting documents: Team & Partners

Team biosketch should only include participants. Other contributors can be highlighted in the Detailed description, as relevant.

Team biosketch (5 pages)

- Use [template](#) provided
- Provide an overview of the team's relevant expertise as well as the coordinated contributions of each member to the planned activities
- Describe the presence of necessary expertise to make optimal use of requested infrastructure (if applicable)
- Will be used by the scientific and technical committee to assess the proposal as it relates to the selection criteria

Partner contributions (5 pages)

- Use [template](#) provided
- Provide an overview of each partner involved and explain their appropriateness, involvement (development and execution) and commitment (intellectual and financial) to the proposed activities
- Will be used by the scientific and technical committee to assess the proposal as it relates to the selection criteria

Full application requirements

Risk assessment form and Partner organization form

- If your proposal involves at least one private sector partner organization, complete a Risk Assessment Form (RAF), in addition to a Partner Organization Form (POF) **for each** private sector partner involved.
  - Merge these documents together and upload as a single PDF

- If applicants identify risks, or are unsure, they must also submit a risk mitigation plan

For more information, consult the slides from the Safeguarding Science Workshop at the end of this presentation.

RAF

POF Partner 1

POF Partner 2

n...

Upload merged PDF
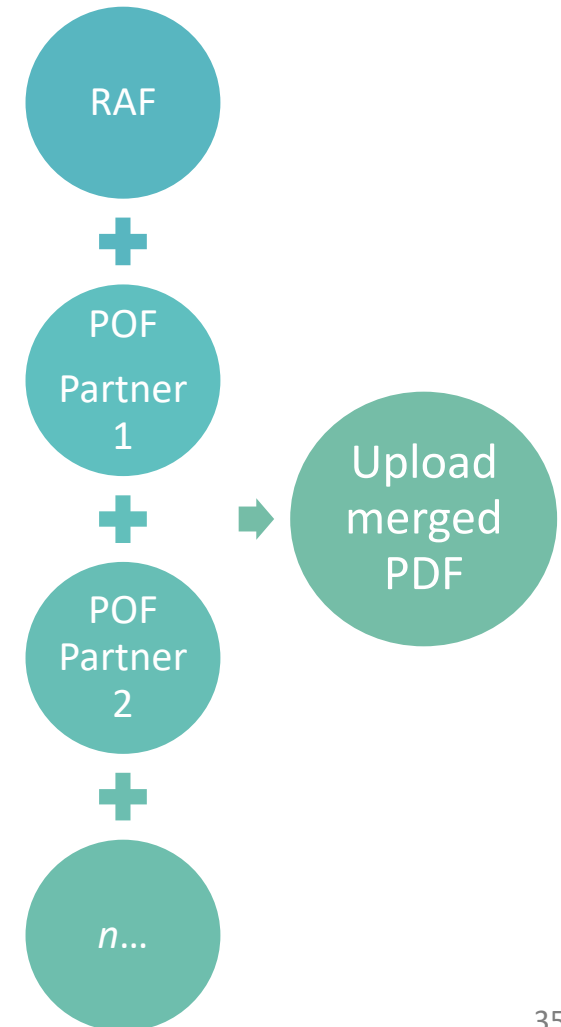
Selection criteria and review committees

Selection criteria
Committee review of documents

- Funding opportunity
- Full Application instructions
- Selection criteria
- Ratings matrices

- Hub endorsement report

Notices of decision

Full application creation → **Scientific and Technical Review Committee** → **Strategic Review Committee** → **Approvals**

- All supporting docs, except the strategic overview

- Strategic overview
- STRC Reports
- Meetings with hubs
- *Scientific and technical summary*

- SRC Reports

Selection Criteria

	Research and Talent Development	**Research Infrastructure**
Scientific and Technical	1. Relevance 4. Impact 2. Effectiveness 5. Contribution of Partners 3. Efficiency 6. EDI & ECRs	1. Need 2. Building Capacity 3. Sustainability
Strategic	1. Relevance 2. Impact 3. Coherence	

✓ Proposals will be evaluated using the published ratings matrices.

Selection criteria
Assessment

- For each criterion, the reviewer is asked to consider all relevant elements, which may include a few, several or all elements outlined in the matrices.

- The selection criteria and ratings descriptions are not meant to be exhaustive. These documents are intended to be used as a guide.

- It is left to the discretion of the reviewer to balance assessments of individual elements and to provide an overall rating per criterion.

✓ Exceptional (described)

✓ Excellent (between Exceptional and Very Good)

✓ Very Good (described)

✓ Good (between Very Good and Fair)*

✓ Fair (described)

✓ Inferior (between Fair and Poor)

✓ Poor (described)

To be considered meritorious, a component must receive a consensus rating of Good on all relevant criteria. Only meritorious proposals will be reviewed by the SRC.

Selection criteria
Assessment

- Only components that receive a rating of "good" (or above) will be deemed meritorious (✓).

- Proposals containing or supporting one or more meritorious research components will be forwarded to the Strategic Review Committee (SRC) for assessment.

- To allow the SRC to consider the longer-term strategic impacts of large-scale infrastructure, meritorious infrastructure components supporting more than one research component will be forwarded to the SRC regardless of the meritorious nature of the research components it supports.
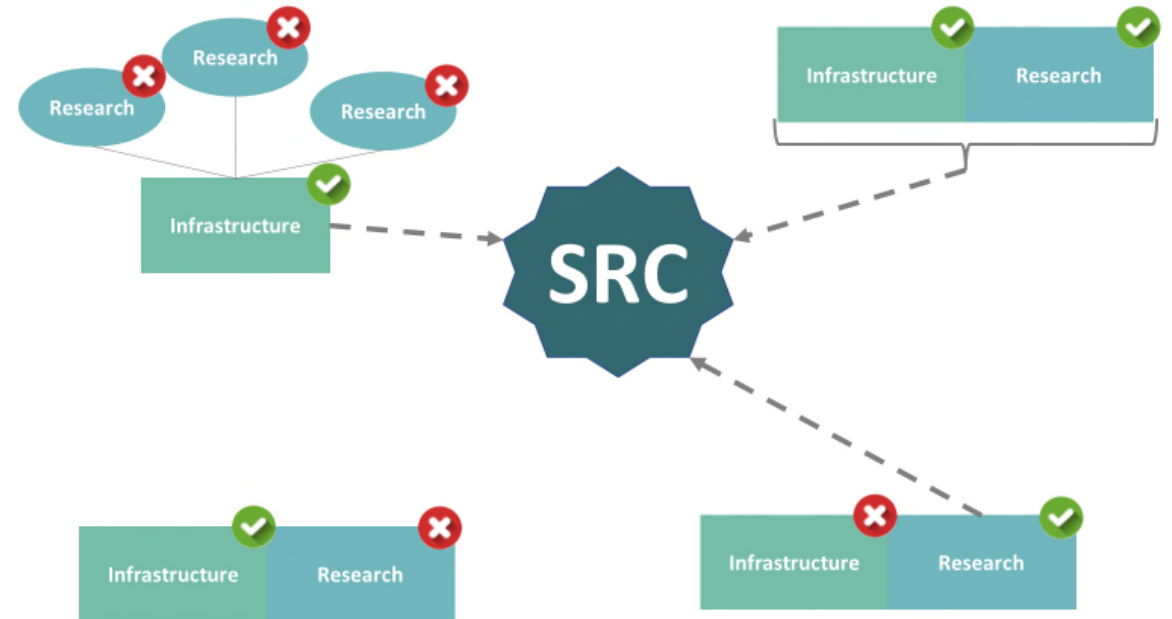
Selection criteria
Scientific and Technical Review Committee (STRC)

Role of the STRC

- Evaluate the scientific and technical merit of the proposals.
  - Rate each criterion and substantiate with comments
- Committee chair will endorse a consensus report drafted by programs staff that summarizes the evaluation.
  - This report informs the subsequent strategic review

Administrative Review

Scientific and Technical Review Committee

Strategic Review Committee

TIPS Steering Committee

CFI Board of Directors

Selection criteria
Research and talent development

1

Relevance
Extent to which the component's objectives and design meet the hub's vision, priorities and program of research

- Objectives, design and activities that support the hub's vision, priorities and program of research

Selection criteria
Research and talent development

2

Effectiveness
Extent to which the component is expected to achieve its objectives

- Scientific excellence of the research activities *(research component only)*

- Appropriateness and feasibility of the activities

- Necessary expertise to deliver on the component's objectives.

Selection criteria
Research and talent development

3

Efficiency
Extent to which the component is likely to deliver results in an efficient and timely manner

- Appropriateness of the scope and timeline

- Appropriateness of the budget

- Effectiveness of the oversight structure(s) and plan(s)

Selection criteria
Research and talent development

4

Impact
Extent to which the component is expected to generate significant benefits

- Extent to which the component supports the biomanufacturing and life sciences sector

- Commercialization, technology transfer and/or knowledge mobilization plans are in place *(research component only)*

- Support for training and mentoring of HQP *(research component only)*

- Promotes mobility of HQP *(talent development component only)*

Selection criteria
Research and talent development

5

Contribution of partners
Extent to which partners concretely contribute to the component

- Appropriateness of partners

- Contribution of partners

Selection criteria
Research and talent development

6

Equity, diversity and inclusion (EDI) and early career researchers (ECRs)

Extent to which commitment to EDI and ECRs is demonstrated in the component

- Actions to remove barriers and ensure opportunities for the recruitment and retention of individuals from underrepresented groups and ECRs

Selection criteria

Infrastructure

1

Need

Extent to which the infrastructure component efficiently supports research component(s) submitted by institutions

- The extent to which the infrastructure will support the ongoing research activities in the supported component(s)

- Appropriateness of the budget

Selection criteria
Infrastructure

2

Building capacity
Extent to which the infrastructure component enhances the research capacity of the institution(s) to support the hub's, vision, priorities and program of research

- Complementarity to existing capacity
- Necessary expertise to make optimal use of the infrastructure

Selection criteria
Infrastructure

3

Sustainability

Extent to which the infrastructure component will be optimally used and maintained over its useful life

- Effectiveness of the oversight plan(s)

- Appropriateness of the financial resources for operation and maintenance

- Equitable access to the infrastructure

Selection criteria
STRC Mapping

Legend - Criteria

Criteria	Color
Relevance	🟢 green
Effectiveness	🟤 brown
Efficiency	🔵 light blue
Impact	🌸 pink
Contribution of Partners	🟠 orange
EDI/ECR	🔴 magenta
Need	🔵 blue
Building Capacity	🟡 yellow
Sustainability	⚫ black

Supporting Document Description	Relevance	Effectiveness	Efficiency	Impact	Contribution of Partners	EDI/ECR	Need	Building Capacity	Sustainability
Scientific and technical summary	●	●	●	●	●	●	●	●	●
Detailed Description									
Proposal	●	●	●		●		●	●	
Anticipated outcomes	●			●	●		●	●	
EDI & ECR				●		●			●
Management plans			●	●				●	●
Budget justification			●		●		●	●	●
Literature references		●							
Detailed budget(s)			●		●		●		●
Floor plans (if applicable)							●	●	●
Team biosketch		●						●	
Partner contributions					●				
Hub endorsement report	●								

Selection criteria
Strategic Review Committee (SRC)

Role of the SRC

- Assess proposals' alignment with the strategic objectives of the program and the Strategy

- Recommend a portfolio of investments to TIPS and the CFI that best support the Strategy and benefit Canada

Administrative Review

Scientific and Technical Review Committee

Strategic Review Committee

TIPS Steering Committee

CFI Board of Directors

Selection criteria
Strategic

1

Relevance
Extent to which the proposal's objectives and design respond to the strategic objectives and the Strategy

The proposal supports one or more strategic objectives and is aligned with the Strategy

2

Impact
Extent to which the proposal is expected to generate significant benefits for Canada

The proposal has the potential to significantly contribute to advancing Canada's key bio-innovation capabilities

3

Coherence
Extent to which the proposal complements other proposals within and across hubs

Complementarity of the proposal to other proposals within and across hubs

Selection criteria
SRC Mapping

Supporting Document Description	Criteria		
Strategic Overview	🟢	🔴	⚫
Hub endorsement report			⚫
STRC Report	🟢	🔴	
Hub meetings			⚫

Legend - Criteria
Relevance 🟢
Impact 🔴
Coherence ⚫

Questions

Contact and Important dates

- Contact information
  - For more information about the CBRF, email CBRF-FRBC@sshrc-crsh.gc.ca
  - For more information about the BRIF, email BRIF-FIRSB@innovation.ca
  - For help with the Convergence Portal, contact websupport@convergence.gc.ca

- CBRF-BRIF Stage 2 material
  - CBRF-BRIF Landing Page
  - CBRF-BRIF Stage 2 Description
  - Selected Research Hubs
  - Selection Criteria
  - Ratings Matrices

- Important dates and deadlines
  - **June 15th** Full application available on Convergence portal
  - **September 7th** Full application hub submission deadline

Resources and additional information
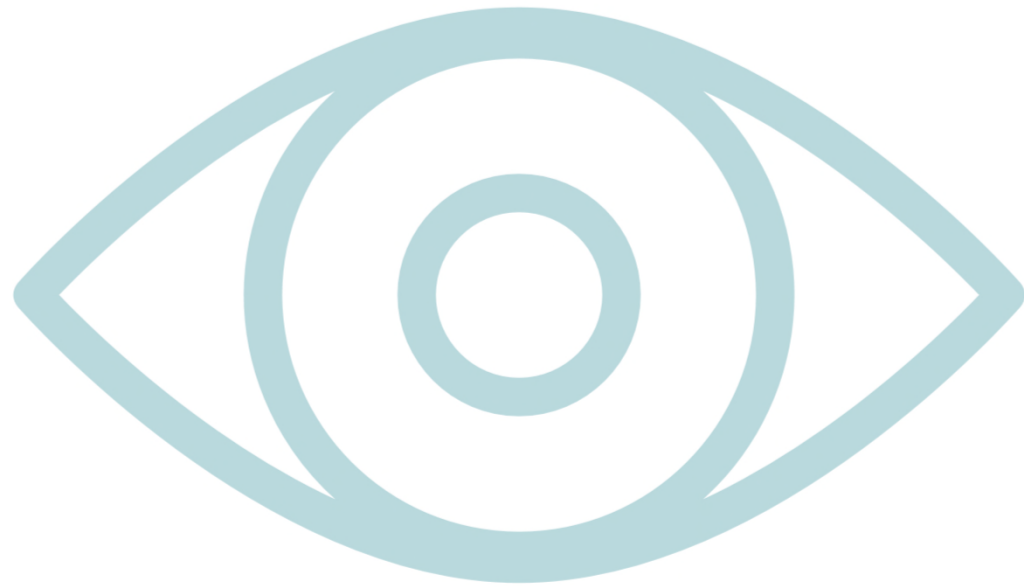
Program overview

Canada's Biomanufacturing and Life Sciences Strategy

- $2.2 billion investment over seven years with two overarching objectives:
  - Continue growing a strong, competitive biomanufacturing and life sciences sector
  - Ensure Canada is prepared for future pandemics by increasing domestic capacity to produce life-saving vaccines and therapeutics

Program	Canada Biomedical Research Fund (CBRF)	Biosciences Research Infrastructure Fund (BRIF)	Clinical Trial Funds (CTF)
Budget	$250 M	$500 M	$250 M
Administered by	CBRF Stage 1 – TIPS/SSHRC Co-delivered between TIPS/SSHRC and CFI	BRIF 1 – CFI BRIF 2 Co-delivered between TIPS/SSHRC and CFI	CIHR

Program description

	Stage 1	Stage 2	
Grant type	Institutional	Institutional	
Number of awards	Five research hubs	Based on number of approved applications (projects and infrastructure requests) within total competition budget	
Program	CBRF	CBRF	BRIF
Value	Total competition budget of $10M. $500,000 per year, per hub. May include up to 25% for indirect costs of research	Total competition budget of $215M. $500,000 to $5 million per year. May include up to 25% for indirect costs of research	Total competition budget of up to $360M for infrastructure ($277M) and associated operating costs ($83M)
Duration	Maximum of 4 years	Maximum of 4 years	Infrastructure project end dates determined through the usual CFI mechanisms

CBRF-BRIF strategic objectives

- Increase specialized infrastructure, and capacity for multidisciplinary, applied research.

- Support training and development, to expand the pipeline of skilled research and talent.

- Accelerate the translation of promising research into commercially viable products and processes.

Only proposals aligned with the Strategy and proposing contributions toward pandemic preparedness and the above objectives will be considered for funding

Research hubs

Role and contact information

Five research hubs selected in CBRF-BRIF Stage 1

University of Toronto

Canadian Hub for Health Intelligence & Innovation in Infectious Diseases (HI3)

- hi3@utoronto.ca

University of Ottawa, McMaster University

Canadian Pandemic Preparedness Hub (CP2H)

Pôle canadien de préparation à la pandémie (PCP2)

- klawles2@uottawa.ca
- lawlessd@mcmaster.ca

University of British Columbia

Canada's Immuno-Engineering and Biomanufacturing Hub

- immunoengineering.hub@ubc.ca

Université de Montréal, McGill University, Université Laval

The Eastern Canada Pandemic Preparedness Hub – ECaPPH

Pôle de préparation aux pandémies de l'Est du Canada (PPPeC)

- ecapph-pppec@brdv.umontreal.ca

University of Alberta

The CBRF PRAIRIE Hub

- Joanne.lemieux@ualberta.ca

Role of hubs

- **Anchor** the hub and **proposed initiatives**

- **Ensure alignment** with the hub's overall research program, the strategic objectives of the funding opportunity and the Strategy

- **Endorse** a cohesive suite of proposals, selected using a sound inclusive process

- **Submit** an endorsement report, addressing elements to assist the merit review process

- Further to the selection of proposals:
  - continue to **promote and facilitate collaborations**
  - continue to **leverage existing research facilities** operated by government and/or non-governmental organizations

Research Hubs

Promote and facilitate collabo-rations

Ensure alignment and multi-disciplinary perspective

Identify gaps

Leverage existing research facilities

Catalyze translation of research

Coordinate within and across hubs

Endorse a cohesive suite of proposals
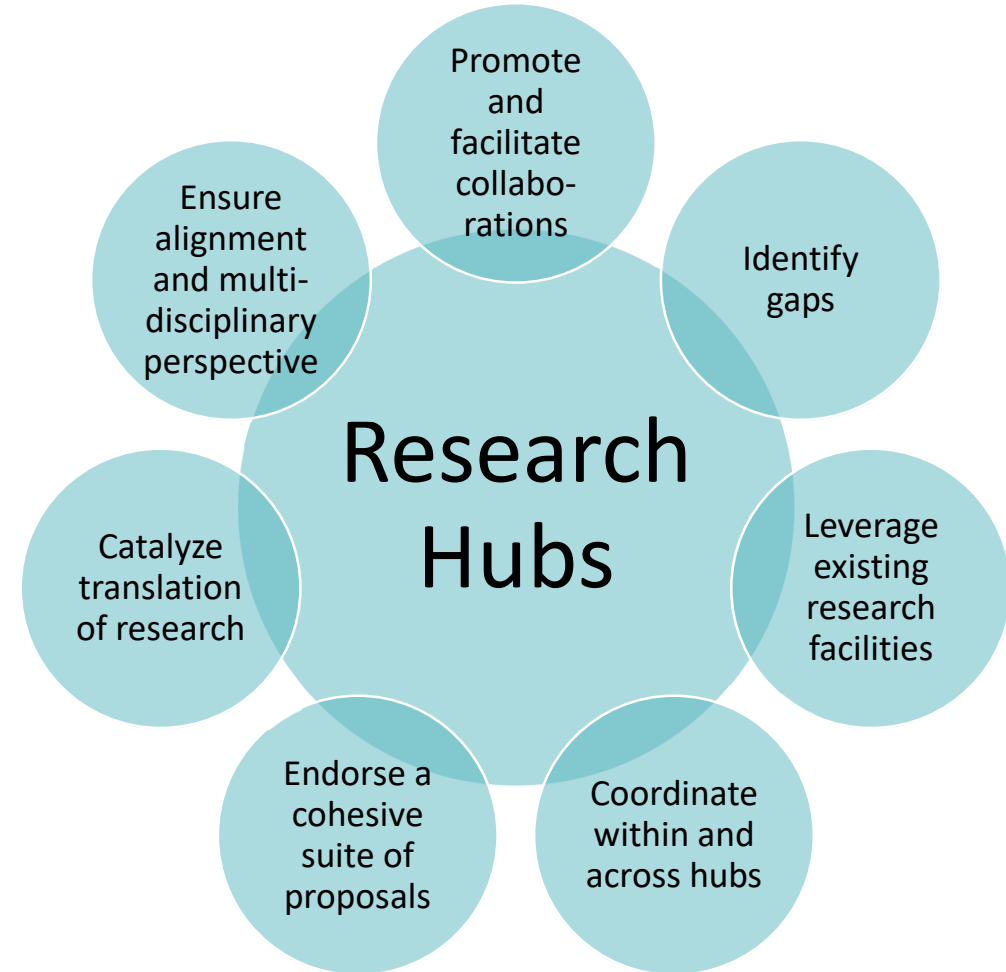
Hub endorsement report

Objective

- Created by the hubs
- Provides a concise summary of the hub's vision, priorities and program of research, with a focus on aspects critical to realizing the hub's vision
- Provide contextual information required for the scientific and technical committee and the strategic review committee

Content (5 pages)

- Using the template provided, the endorsement report will describe:
  - alignment of the suite of proposals with the hub's vision, priorities and program of research
  - alignment of the suite of proposals with the priorities of the Strategy and the strategic objectives of the funding opportunity
  - how the suite of proposals leverages known strengths and/or addresses key research gaps to benefit Canada's biomanufacturing and life sciences sector
  - linkage, complementarity and interdependencies across proposals within and between hubs including identification of elements most critical to achieving the objectives of the hub

Eligibility

Institutional eligibility requirements

- have met the eligibility requirements for any one of the three federal research funding agencies (CIHR, NSERC or SSHRC)
- in the case of a public institution, receive the funds for its operating budget directly from a provincial or the federal government, and not through another institution
- in the case of a private institution, be not-for-profit and not receive its funding through another institution
- be eligible to receive and administer funds from the CFI for proposals that include a research infrastructure component

Proposal eligibility requirements

- have be submitted by an eligible administering organization
- be endorsed by a research hub
- in the case of infrastructure or talent development components, directly support one or more proposals that include a research component

Proposals requesting funds to conduct clinical trials are not eligible for CBRF-BRIF support.

Proposal eligibility requirements

- A <u>clinical trial</u> is a research study involving **human participants** that **evaluates the safety and/or effects of one or more interventions** on health outcomes.
  - Interventions include, but are not limited to, drugs, vaccines, radiopharmaceuticals, cells and other biological products, surgical procedures, radiologic procedures, devices, genetic therapies, natural health products, process-of-care changes, preventive care, manual therapies, and psychotherapies.
- Although a research study may not meet Health Canada criteria for regulatory approval, it may still be considered a clinical trial under CIHR's definition.

Research security

Information and Resources

Research security

Researchers and administrators are encouraged to consult the following resources for more information on how to safeguard research and innovation:

- Safeguarding Your Research Portal: guidance, information, tools, case studies, and self-directed courses.

- National Security Guidelines for Research Partnerships: tool to integrate national security considerations into the development, evaluation, and funding of research partnerships

- Safeguarding Science: Interactive workshop from Public Safety Canada

- Canadian Centre for Cyber Security: Hosts resources on the cyber threat environment, including interactive content, publications, alerts, and advisories

- Canadian Cyber Security Tool: Voluntary self-assessment survey

Process Overview for CBRF-BRIF

- TIPS' dedicated research security team reviews the Risk Assessment Form as part of the administrative process, prior to merit review. This process includes **ensuring completeness of the form** as well as an **administrative risk validation** using open-source intelligence (OSINT) methods.

- Where necessary, TIPS requests **national security risk assessment and advice.** These are cases where:

  - the nature of the proposed research is deemed sensitive (Annex A) <u>and</u>

  - the private sector partner organization were identified from open-source information to be:

    - associated with, or originating from, countries/organizations under sanctions, and/or

    - criminal or ethical concerns are raised.

Process Overview for CBRF-BRIF

- When requested, Canada's national security departments and agencies assess the risks associated with the research partnership, consider the proposed mitigations, and provide advice to TIPS and CFI.

- If a research partnership proposal is assessed to present an unacceptable risk to Canada's national security and/or where risks cannot be appropriately mitigated, the application will be removed from the competition.

New Attestation requirement

- New research security attestation requirement further to ministers statement of February 14, 2023.

- Implementation date to be confirmed, however it is expected that it will apply to CBRF-BRIF.

- Institutions will be required to indicate whether, if funded, the grant will support research in a listed sensitive research area and will be required to certify, by means of attestation forms, that no researcher involved in the activities supported by the grant is affiliated with or receiving funding or in-kind support from any listed university, research institute, or laboratory.

- More information will be shared as soon as it is available.

Updated version

- Innovation, Science and Economic Development (ISED) Canada, in consultation with the federal granting agencies, CFI and the national security departments and agencies, has updated the Risk Assessment Form (RAF).

- On March 24, 2023, the updated RAF was posted on the Safeguarding Your Research portal.

- Changes to the RAF were informed by feedback received from the research community, including by a survey on the implementation of the National Security Guidelines for Research Partnerships (Guidelines) conducted by the U15 Group of Canadian Research Universities and Universities Canada in Summer 2022.

- All questions have been streamlined and reframed for greater clarity ~~and usability~~.

Overview

- **Questions —**Additional information is included to help applicants complete each question and to reduce the need to refer to separate documents or pieces of legislation.

- **Risk Assessment Process —** The "Overview of the Process" and "Process flow chart" is presented on a new **Risk Assessment Review Process** page of the Safeguarding Your Research portal.

- **Annex A (Sensitive Research Areas) —** To more easily hyperlink to sections of Annex A within the Risk Assessment Form, the list of sensitive and dual-use research areas and sensitive personal data in the Annex are integrated into two distinct tables.

- **Risk Mitigation Plan Information —** Helpful information to assist in developing a Risk Mitigation Plan is presented on a new **Mitigating Your Research Security Risks** page on the Safeguarding Your Research portal.

Best Practices

When completing the risk assessment form:

✓ Researchers and institutions should use the tools and resources on the Safeguarding Your Research portal for information on how to identify and mitigate risks to security in research partnerships.

✓ Ensure to read the form in its entirety and consult any external resources mentioned in the form to ensure your responses are as accurate as possible.

✓ Have open discussions with your partner organization(s) to identify potential or perceived risks.

✓ Conduct **open source intelligence due diligence** to identify any potential or perceived risks related to your partner organization(s).

Open Source Intelligence (OSINT) Due Diligence

- Conducting OSINT due diligence will help you answer the questions on "Know Your Partner".

- A new **Guide on Conducting Open Source Due Diligence** is now available on the Safeguarding Your Research Portal.

- The goal is to verify that your research partners are who they say they are and to ensure their relationships and motivations are clear.

- OSINT due diligence helps you find some risk indicators like:
  - ➢ Structures or relationships that may compromise your partner's autonomy
  - ➢ Indications of connections to foreign governments, militaries or security services on sensitive research areas
  - ➢ Information that shows your partner operates in countries known to steal intellectual property from researchers
  - ➢ Any information that suggests lack of transparency

Risk Identification and Risk Mitigation Plan

- Risk identification and a risk mitigation plan are required whenever there is a **"yes" or "unsure"** in **section 1 (Know Your Research) and/or section 2 (Know Your Partner).**

- Risk mitigation measures are required even if there are no risks with the partner, but the research could still be a target. Use your best judgement and show due diligence when developing a mitigation plan that addresses the potential risks you have identified.

- It's not sufficient to refer to existing or upcoming policies and practices within the institution, you must describe what this policy or practice entails and how it will be applied to mitigate the identified risks.

- Excluding any individual from participating in the proposed research project on the basis of their citizenship or country of residence is not an acceptable risk mitigation measure.

Consult the **Mitigating Your Research Security Risks** on the Safeguarding Your Research portal for detailed guidance on how to best prepare the Risk Mitigation Plan section of the form.

Risk Mitigation Plan

Mitigation measures should be tailored to the research project and commensurate with the risks identified while considering open science principles. Mitigation plans can cover areas, such as, but not limited to:

- **Describing any other relevant review processes for which the project has been subject to**
  e.g., Has the project been reviewed by any internal committees to determine how the data should be specifically safeguarded?

- **Raising research security awareness and building capacity across your research team**
  e.g., Have the institution committed to providing training to members of the research team around Research Security related topics?

- **Ensuring that partner organization(s)' objectives align with the objectives of the partnership**
  e.g., Has the institution discussed with your partner what they hope to gain from the partnership?

- **Ensuring sound cybersecurity and data management practices**
  e.g., Are there device management protocols for professional and personal international travel for this project?

- **Agreement on the intended use of research findings**
  e.g., How will Intellectual Property be handled with the research team, collaborators, and partner organization(s)?